

Elizabeth Community Music & Art Festival 2012 Art Vendor Packet

The First Annual Elizabeth Community Music & Art Festival will be held in Elizabeth, Colorado on August 18, 2012 the new Elbert County Library Building in Elizabeth. The event will be a community celebration featuring local and regional musical talent along with local and regional fine and folk art vendors.

Elizabeth is located South East of the Denver Metro area and is a blend of a rural ranching and bedroom. Convenient to Denver, Castle Rock and Colorado Springs - it is an ideal location.

Because there will be a variety of music, and the variety of activities for all ages, the audience will be very diverse in both age and background. Attendance is expected to be several thousand over the course of the day.

Location:

Elbert County Library District Grounds
651 W. Beverly St.
Elizabeth, CO 80107

When:

Saturday, August 18, 2012
10 AM to 10 PM

More Information:

Mike Anthony
michaela11@msn.com
303-886-9392
elizabethfestival.org

Vendor Application Process, Policies & Procedures:

- Attached to this informational packet is a Vendor Application. Please complete the application and return it to the listed address along with your payment.
- Acceptance as a vendor is not automatic. Organizers will review your application and the goods being sold. Organizers reserve the right to determine which vendors and/or merchandise are appropriate. Handmade/crafted fine art and folk art will receive preference.
- You will be notified when your application is received and again when the application review is complete.
- Vendor Applications will be taken up the date of the event, as long as there is space available. Vendor Booth space is limited, and is available on a first-come first-served basis.
- Organizers reserve the right to limit the number of vendors in any particular category. However, no Vendors will have exclusivity, other competing vendor's products and services will be allowed. Festival will not place vendors with identical products or services next to one another for the benefit of all.
- All vendor booths are outdoors
- Booth size is 10' x 10'
- No Refunds / No Reschedule Date
- Vendors are required to provide their own tables & chairs.
- You may provide your own electricity, or can order it for an additional fee
- Merchandise vendors may not sell food at their booth. Food vendors require a separate application.
- Vending Time: Vendors are expected to be setup and available during the hours of the event - 10 AM to 10 PM
- Setup Time: Setup will be between 7 AM and 10AM the morning of the event.
- Break Down: Vendors may break after 10 PM the day of the event.
- Sales Tax: All vendors are required to pay their own sales tax from any sales made at the Festival. Rate to collect is 6.9% - State

2.9, City 3.0, County 1.0

Business Name: _____ Work Phone: _____

Contact Name: _____ Cell Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

email Address _____

Describe the type of product to be sold, and please enclose a photograph of the product(s): _____

_____.

Describe your booth furnishings (type, size, dimensions), and please enclose a photograph: _____

_____.

Number of spaces _____ (10'x10' per space X \$75.00 Booth Fee) \$ _____

Electric Fee - \$50 \$ _____

Total Due \$ _____

****All vendor spaces are required to furnish their own fire extinguisher. #5 or larger, ABC rated fire extinguisher. All booths will be subject to inspection.**

****Your electric fee will get you access to a generator to be used for lighting only. Vendor is required to provide electric for all other purposes. Vendor to provide extension cords.**

Registration will be closed upon reaching capacity. Any fees received after that time will be returned promptly to the vendor.

SPACES ARE LIMITED!

*We will not reserve any space without a complete registration form and all fees.

Please send both checks and registration form to:

Five Star A Enterprises
2112 Savage Rd.
Elizabeth, CO 80107

** If you have questions or would like to arrange payment by credit card, contact Mike Anthony at michaela11@msn.com

I have read the foregoing document and understand I will provide a fire extinguisher meeting the requirements as stated above. I understand security of those possessions brought to my assigned sale space is entirely my responsibility. I will not hold event organizers, sponsors or affiliates responsible for loss or damage to my property or injury to myself or anyone helping me at my space. This includes all set up times, show times and dismantling of space. I understand that I am responsible for collecting, reporting and submitting any applicable sales tax.

Signature: _____ Date: _____